

PUBLIC MEETING
November 16, 2004

Chairman Mike Murray called the meeting to order at 9:00 a.m. Commissioner Tinsley is present. Commissioner Varone was absent attending a Gateway Economic Development meeting. Others attending all or portion of the meeting included Ron Alles, Sharon Haugen, Cheryl Liedle, Chuck Hanson, Mark Adams, Jim Little, Richard Little, Carrie Severson, and Carole Byrnes.

Pledge of Allegiance. Everyone recited the pledge.

Resolution Ordering a Refund of Taxes/Fees/Assessments Paid. (Cheryl Green)

The Commissioners will consider a refund to John Vincent in the amount of \$81.00 for Scratch Gravel Solid Waste fees, and \$47.00 for Marysville Solid Waste fees. (Total refund \$128.00)

The buildings on the property of John Vincent are uninhabitable and would therefore not be taxed for solid waste fees. Sharon requested that the commissioners approve a refund of \$128 to the owner of that property, John Vincent. Commissioner Tinsley motioned to approve the refund of \$128 to John Vincent. Chair Murray seconded the motion. Motion was passed 2-0.

Request for Proposal Award for Sheriff's Paging System. (Sheriff Liedle/Mark

Adams) The Commissioners will consider awarding the project to the successful bidder.

Comm T moved to reject the bid received from Capital Communications of Helena as they were not compliant. They asked to postpone the bid and continue using the paging system until they could implement the bid nationally and receive one from a company who was willing to comply. Commissioner Tinsley moved to reject the proposal by Capital Communications. Chair Murray seconded the motion and it carried 2-0.

Proposed Subdivision, Summary Review to be Known as T & L Tract 7 Minor.

(Applicant, Evelyn Little) (Planner, Beverly D'Amato) The Commissioners will consider creating two 5.187 acre single-family residential lots from an existing 10.374 acre parcel. The proposed subdivision is located in the NW1/4 of Section 14, T10N, R3W; generally located east of Tizer Drive, west of Baldy Drive, and south of Howard Road. The applicant Jim Little was present. There is no zoning associated with this proposal. There is an existing North West Energies 15' wide utility easement on the property. Both parcels will be subject to DEQ approvals. Two wells are currently on the property, however 7a will need another well on the property. Both have access to Tizer road. Currently there is legal access from Tizer road. Fire protection will provided by East Valley Fire Department. East Valley Fire Department requires a \$500 fee for lot A. Ambulance services will be provided by St.Peters Community Hospital. Ground water has been tested in the area and is of quality, there seem to be no constraints on water quality. There are no flood plains or slopes on the property. There were no cultural resources found on the property. It is in the South East Valley Transitional area. High

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permeable soils suggest that septic should be on a community septic system. Traffic will generate approximately 8-10 vehicles a day. No parkland dedication is required. Staff recommends approval subject to 11 conditions as outlined in staff report.

Mr. Little had opportunity to speak on the issue, declined to comment. Chair Murray questioned Little if he approved of staffs recommendation. He approved of staffs recommendations.

Public hearing was opened commissioner Murray. Public declined to speak.

Commissioner Tinsley moved to accept the summary review to be known as the T&L Tract 7 Minor. Motion passed 2-0. This item shall be the third item on the agenda on Thursday.

Resolution of Intent to Approve the Business Incubator Tax Exemption Application of Gateway Economic Development Corporation for Property Located at 1015 Poplar Street in the City of Helena. (Nancy Everson) The Commissioners will consider the resolution. The public hearing is scheduled for November 30, 2004 at 9:00 a.m. in Commission Chambers room 330 of the City-County Building.

Ron Alles spoke on the item. Intention is to approve the business incubator tax/exemption for Gateway Economic Development Corporation. State Statues currently allows local entities to waive the taxing mills on business incubators with in their respective communities. The city used to own this property and transferred deed of the property to Gateway. When the City owned the property it was exempt from those taxes and this would allow for Gateway to be exempt from those same property taxes. A resolution needs to be passed for the exemption to take place. He would like to allow approximately thirty days to allow for a public hearing before passing this resolution. This does not exempt them from special taxes such as street fees. This item is to allow the public hearing to occur after a notice in the paper has run twice. The current tenants on the property HC TV.

Commissioner Tinsley moved to approve the Business Incubator Tax Exemption Application of Gateway Economic Development Corporation for Property Located at 1015 Poplar Street in the City of Helena, Montana. Chair Murray seconded the motion and it passed 2-0.

Contract and Encroachment Agreement. (Permit Coordinator, Christal Ness)

- a. Bud and Beverly Heckman. Connection to the facilities of the Augusta Water and Sewer District. The real property is located at 617 Benchmark Road in Augusta.

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Christal Ness presented. Bud and Beverly Heckman who own a lot in Augusta would like to cross Benchmark road to connect to the Augusta Sewer District. Public works has inspected and created a memo. Commissioner Tinsley Motioned to accept and allow the Chair to sign the agreement, Chair Murray Seconded. Motion passed 2-0.

- b. Rodney Stevens. Connection to facilities of Lincoln Sewer District. The real property is described as Lot 17, Block 8, Lambkin Addition, Section 24, T14N, R9W. Involves the connection of property owner Rodney Stevens in Lincoln to encroach into the Lincoln Sewer District Facilities. Public works has inspected and created a memo. Staff has reviewed and requests the chair to sign. Commissioner Tinsley moved for approval and authorization of the Chair to sign. Motion was seconded by Chair Murray and passed 2-0.

First Time Buyer Program from HOME Program. (Sharon Haugen) The Commissioners will consider returning the remaining \$400 in the account to MDOT. Sharron Haugen Spoke. Home grant that the Home Program has received provides for the down payment and closing costs based on eligibility of the person requiring assistance and working with the bank on of whatever loan the applicant qualifies for. Currently there is \$400 left in the account, HOME requirement states that they must have a \$1000 to assist anybody. Options are to find another \$600 or return the money to the department of commerce and close the account. Department of Commerce and the Neighborhood Housing Services will provide a down payment and closing costs to someone within Lewis and Clark County. A homeowner for the \$400 dollars is already been identified as a disabled head of house hold female. They will be turning the money over to ensure that it may be used for this homeowner within this county. Motion made to accept the allocation of the funds by Commissioner Tinsely and has been seconded by Chair and passed 2-0.

Amendment to Library Interlocal Agreement. (Tabled from JWS 11/4/04) (Ron Alles) The Commissioners will consider the amendment. Ron Alles spoke. The purpose of this amendment is to correct the finance aspects of the local agreement with the Lewis and Clark Library. The old stated that the city had control of the library's funds, when in fact the County treasurer has control of Lewis and Clark county funds. Several years ago the county passed a mill to fund the library through the county to encompass the city and county. Commissioner Tinsley moved to accept the amendment. Murray seconded the amendment and it passed 2-0.

IT Policies. (Tabled from JWS 11/4/04) (Ron Alles)
General explanations.

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The Commissioners will consider the following policies:

- a. Computer Virus Prevention and Detection Policy, Amended
 - i. Limits types of software downloaded to system to only software approved by ITC, to enhance security system to protect against bugs and viruses.
- b. Electronic Mail Policy, Amended
 - i. Still contains all restrictions of the previous policy.
- c. Computer Training Policy, Amended
 - i. :Training department will still be training new employees on software systems used in the building
- d. Non-Enterprise Owned Devices Connecting to the Network, New
 - i. Disallows persons from attaching to system without going through ITC
- e. IT Procurement, New
 - i. All computers must be at a certain standards. To ensure Heads in county need to go through IT department to ensure commissioners that the machines being purchased are at the same standards that all other departments are.

Staff recommends these policies, and they will go before the City Commission as well. City and County have one department for IT rather than funding two departments for one collaborating system to increase efficiency. Joint board between City and County to govern county IT department. Policies have gone through City/County governing board as well as the IT department. Commissioner Tinsley motioned to approve the policies. Chair Murray seconded motion was passed 2-0.

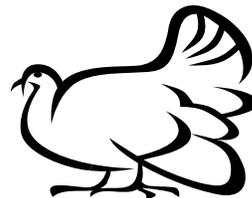
1. **Public comments on matters not mentioned above.**

Jim Hanson spoke in public comment. Commends Road and Bridge Department for the work they've done on the Beartooth road. He said that it was very passable.

2. **Adjourn.**

Chair Murray adjourned the meeting at 9:45am.

THANKSGIVING HOLIDAY
NOVEMBER 25, 2004
Offices Closed



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